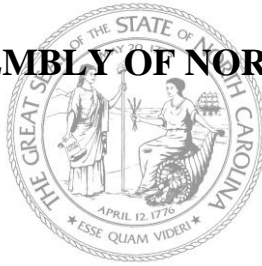


# GENERAL ASSEMBLY OF NORTH CAROLINA



January 31, 2013

To: Nonprofit Organizations receiving recurring funding through the Appropriations Subcommittee on Natural and Economic Resources

From: Fiscal Research Division, North Carolina General Assembly

**Re: Presentations to the Natural and Economic Resources Subcommittee**

The Senate Chairs of the Appropriations Subcommittee on Natural and Economic Resources (NER) invite you to provide a brief informational presentation on your organization before a joint subcommittee meeting with their House colleagues. Guidance is outlined below that addresses: 1) presentation content and format, and 2) information to be submitted in advance of your presentation for distribution to committee members.

Presentations are tentatively scheduled to begin Tuesday, February 19, 2013 and occur in Room 423 of the Legislative Office Building. Attached to this notice you will find the presentation schedule, but please note that this schedule is subject to change. We ask that you be mindful of the time allotments provided. Presentations are due to legislative staff no later than two business days prior to your scheduled presentation.

**I. Presentation**

On the day of your presentation, legislative staff will provide the NER Subcommittee with a brief introduction to your organization, noting general information and historical appropriations. Your organization will then be allotted a maximum of 15 to 20 minutes to address the following four topics (preferred format is a PowerPoint and handout):

1. **Mission & Programs** - Describe your organization's mission and specific programs implemented to achieve its goals. You should provide members with a clear, succinct understanding of why your organization exists and what it does to execute its plan of business.
2. **Key Performance Indicators** - How does your organization measure its effectiveness and what is North Carolina's return on investment? Describe your organization's causal impact. At a minimum, include:
  - a. The most recent 5 years of key performance indicators and/or program metrics for each program supported with state funds
  - b. Total cost per year per indicator/ metric
3. **Similar Organizations** - Are there other state agencies or nonprofits that pursue similar objectives as your organization? If so, how is your organization different? If your organization works collaboratively with other similar organizations, what service would be lost if you were not a partner?

4. **Budgetary Impact** –Both state and non-state entities alike have taken state funding cuts in the past few years. How have these reductions affected your agency and what measures did you take to mitigate the impact of these reductions? Have you been able to generate revenue from sources other than state appropriations? If not, why not? What would be the impact on your agency if the NER subcommittee implemented a goal of having all non-state entities become self-supporting within a certain period of time? What if the NER subcommittee implemented a policy of no longer funding “on-going” operations on a recurring basis, but rather funding program specific initiatives with reimbursement tied to achieving specific goals?

Your presentation should provide the subcommittee members a clear understanding of what you do, how you do it, and how you know you’re doing it well. Your ultimate goal is to have subcommittee members be able to clearly articulate why the state should continue to provide recurring appropriations to your organization.

## **II. Information Submitted in Advance**

Legislative staff will prepare a booklet of materials containing information on each nonprofit for advanced distribution to committee members. Using the attached template, please respond to the following questions no later than Thursday, February 7, 2013.

1. **Mission & Programs** – Describe your organization’s mission and specific programs implemented to achieve its goals.
2. **Customer/ Target Population** – Who immediately benefits from your organization’s existence?
3. **Organization Inception** – What year was your organization founded? How long has your organization provided services?
4. **Footprint** – In which geographic areas of the state are you providing services? Are your services focused in a particular geographic area?
5. **Organizational Budget** – Provide a 5-year history of your overall organizational budget with a breakdown of funding sources. Please identify the 12-month period within which your organization operates (e.g. calendar, state fiscal, federal fiscal).
6. **Salary Compliance** – Please identify state-supported positions within your organization with annual salaries above \$120,000 and list funding sources supporting the respective salary. Also, please include a brief description of other employee benefits provided by your organization.
7. **Lobbying Services** – Please identify any firm(s) contracted, one-time or on a retainer basis, to represent your organization in the General Assembly. Please list the respective amount of funds spent by your organization over the past 12-months to employ these

services. In addition, please list the number of employees within your organization that are registered lobbyists with the Secretary of State and their respective compensation package.

8. **Key Performance Indicators** - How does your organization measure its effectiveness and what is North Carolina's return on investment? Describe your organization's causal impact. At a minimum, include:
  - a. The most recent 5 years of key performance indicators and/or program metrics for each program supported with state funds
  - b. Total cost per year per indicator/ metric
9. **Similar Organizations** - Are there other state agencies or nonprofits that pursue similar objectives as your organization? If so, how is your organization different? If your organization works collaboratively with other similar organizations, what service would be lost if you were not a partner?
10. **Budgetary Impact** –Both state and non-state entities alike have taken state funding cuts in the past few years. How have these reductions affected your agency and what measures did you take to mitigate the impact of these reductions? Have you been able to generate revenue from sources other than state appropriations? If not, why not? What would be the impact on your agency if the NER subcommittee implemented a goal of having all non-state entities become self-supporting within a certain period of time? What if the NER subcommittee implemented a policy of no longer funding “on-going” operations on a recurring basis, but rather funding program specific initiatives with reimbursement tied to achieving specific goals?

Please limit your documented responses to these questions to five pages or less using the template accompanying this notice. Documented responses are due to legislative staff by Thursday, February 7, 2013. Presentations are due to legislative staff no later than two business days prior to your scheduled presentation.

Enclosures:  
NPO Documentation Template  
Presentation Schedule